

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
May 16, 2003

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, May 16, 2003, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

Members present: Major General Denver Brackeen, Mrs. Sara Fox, Ms. Veldore Young, Mr. Napoleon Moore, Dr. Dorothy Nelson, Mr. George Walker, Mr. Lawrence Warren, and Mrs. Brenda Yonge.

Members absent: Mr. Jimmy Murphy and Ms. Patricia Randall.

Staff in attendance: Dr. Wayne Stonecypher, Dr. Randall Bradberry, Ms. Nancy Alley, Dr. Larry Day, Mrs. Deborah Gilbert, Ms. Pamela Harrion, Mr. Rodney Hodges, Mr. Jim Southward, Mrs. Denise Walley and Dr. Evelyn Webb.

Guests in attendance: Dr. Tommy Davis – East Mississippi Community College; Dr. Bill Smith and Ms. Peggy Sledge – Institutions of Higher Learning; Dr. Vivian Presley and Dr. Rosetta Howard – Coahoma Community College; Judge Jim Smith – Supreme Court Justice; Ms. Leona Johnson – Northwest Mississippi Regional Medical Center; and Mr. Eddie Smith – Coahoma County Board of Supervisors.

CALL TO ORDER

Chairman George Walker called the meeting to order at 9:04 a.m., and those in attendance introduced themselves.

PRELIMINARIES

Mrs. Sara Fox gave the invocation.

Approval of Minutes of the April 11, 2003, Meeting

Upon a motion by Mr. Lawrence Warren and a second by Mrs. Sara Fox, the Board voted unanimously to approve the minutes of the April 11, 2003, meeting.

Review and Approval of Agenda

Mrs. Sara Fox requested that the Finance Report (Section V. i.) and Career and Technical Update (Section V. m) be moved up on the Agenda to immediately follow Coahoma's request for a letter of support, due to a scheduling conflict. Upon a motion by Mrs. Sara Fox and a second by Mr. Lawrence Warren, the Board voted unanimously to approve the amended agenda.

SWEARING IN OF NEW BOARD MEMBERS

Supreme Court Justice Jim Smith thanked the Board and Dr. Stonecypher for the opportunity to participate in the formal procedure of swearing in the new and reappointed board members. The oath of office was administered to General Denver Brackeen, Mr. Napoleon Moore, Dr. Dorothy Nelson, Mr. George Walker, and Mrs. Brenda Yonge.

REPORTS

Executive Director's Report

Dr. Stonecypher began by asking Mrs. Gilbert to give an update on Mrs. Sandra Lucas. Mrs. Lucas has had surgery and is recovering. She is expected to come back to work on May 21, 2003.

Two (2) new employees were then introduced. Mr. Rodney Hodges has been hired under a federal WIA grant and will be working with the colleges in regard to dislocated workers. Ms. Pamela Harrion is the Media/Publications Specialist and will be working in the area of public relations.

Dr. Webb commented on the success of the Spring Colloquium that was recently held at Hinds Community College's Eagle Ridge Conference Center. Dr. Webb explained that updates throughout the year on this effort can be found at www.mccf.ms.org.

Dr. Stonecypher shared information regarding the National GED Poster Person, Mrs. Louise Sinclair (Exhibit A). Each year GED Testing Service selects 10 individuals from different backgrounds, ages, etc. This year, eighty-three (83) year old Mrs. Sinclair represents the senior population.

Dr. Randall Bradberry advised that arrangements were being made for the September meeting at Mississippi Delta Community College. Rooms were blocked at the Hampton Inn in Greenville. Dr. Nelson suggested that arrangements be made for the group to stay at Greenville Inns and Suites instead. Dr. Bradberry agreed to contact Greenville Inns and Suites for availability.

Dr. Stonecypher mentioned that the State Board Offices would be closed for Memorial Day on Monday, May 26, 2003. He also shared a copy of an article of the Mississippi National Guard honoring Dr. Tommy Davis (Exhibit B).

Dr. Stonecypher told the Board that Mrs. Nancy Alley, Director of Workforce, will be retiring at the end of May 2003. There will be a reception honoring Mrs. Alley on Thursday, May 29, at 1:30 p.m. Mr. Dexter Holloway who has been working closely with Mrs. Alley will be promoted to fill that position.

Mrs. Alley took the opportunity to relay how much she had enjoyed working with the Board, Dr. Stonecypher and the SBCJC staff.

FY04 Workforce Project Guidelines

Mrs. Alley supplied a draft copy of the 2004 Workforce Project Guidelines for the State Board for Community and Junior Colleges (Exhibit C). She stated that everything in the draft proposal was like it was last year, with the exception of information that is in **bold**. Mrs. Alley requested permission to begin the 30 day Administrative Procedures process so that this could be available for the colleges by the first of July.

Upon a motion by Mr. Lawrence Warren and a second by Mrs. Sara Fox, the Board voted unanimously to approve the draft guidelines to begin the Administrative Procedures process.

MACJC Report

Dr. Tommy Davis began by reporting that Mr. Jack Kyle, Executive Director of the MS

SBCJC Minutes: May 16, 2003

Commission for International Cultural Exchange, Inc., addressed the Association regarding the 4th major international exhibition in Jackson, *The Glory of Baroque Dresden*, which begins May 1, 2004. The Association voted to endorse this exhibition and those in the past.

After a presentation by a representative from Delaware Technical and Community College, the Association also voted that the Technology Committee would look into the practicality of purchasing from Delaware Tech a certificate program designed to train teachers how to use technology in the classroom.

The Association then agreed that a committee should be assigned to look into structuring an agreement for Mississippi Delta Community College to offer Pro E training to the other colleges at the Capps Center. Pro E is currently the leading three-dimensional mechanical computerized design solution on the market.

Next, Dr. Davis reported that the Association voted to support the Mississippi Community/Junior College Press Association (MCJCPA) by involving the public relations leaders at the community colleges to encourage participation at the annual meetings.

In closing, Dr. Davis reported that it was decided unanimously that he contact the Governor on behalf of the Association supporting the veto of House Bill 773, which would have possibly put limitations on the Board's authority to set and raise salaries of certain personnel.

Financial Aid Update

Mrs. Peggy Sledge, Director of the State Student Financial Aid Office (SFA), began by thanking the Board for the opportunity to share information with them regarding financial aid that is currently being offered to students. The SFA office administers 25 programs, with the Mississippi Tuition Assistance Grant (MTAG) being the largest. In an effort to get the word out about financial aid, it is now required that the high schools report to the SFA office the names and addresses of the graduating classes. Also, applications are available on-line. Mrs. Sledge provided a handout outlining of the number of students that benefit (Exhibit D).

Request from Coahoma for Letter of Support for an Associate Degree Nursing (ADN) Program

Dr. Vivian Presley, President of Coahoma Community College, began by thanking the Board for allowing them the opportunity to appear before them. Dr. Rosetta Howard shared a PowerPoint Presentation with the Board outlining the need for an ADN Program: to improve the quality of health care to local citizens, to meet the employment needs of area health care providers, and to provide career opportunities for local citizens. The estimated operating costs for beginning the program will be \$376,860. Funding sources are Coahoma County Board of Supervisors and Northwest Mississippi Regional Medical Center. Dr. Howard explained the steps that will have to be taken to begin an ADN program, beginning with approval from the Institutions of Higher Learning (IHL). For this reason, Coahoma requested a letter of support from the State Board for Community and Junior Colleges.

Mr. Eddie Smith, a member of the Coahoma County Board of Supervisors, also spoke on behalf of Coahoma and their efforts to meet the demand of the said program.

Upon a motion by Ms. Veldore Young and a second by Mr. Lawrence Warren, the Board voted unanimously to provide a letter showing extremely strong support of Coahoma's request for an ADN program.

At this time, Mr. Eddie Smith, addressed the Board with his concerns regarding not being able to

SBCJC Minutes: May 16, 2003

purchase license tags with the community colleges emblems, due to a lack of participation. He asked that the State Board for Community and Junior Colleges support his efforts in trying to change this situation.

Upon a motion by Mr. Lawrence Warren and a second by General Denver Brackeen, the Board voted unanimously to write a letter of support for community and junior colleges having their individual emblems available for automobile license tags. Ms. Veldore Young suggested that Mr. Smith get local area support to meet the quota requirements.

Finance Report

Mrs. Sara Fox presented the items on the Finance Committee agenda for information and action.

Upon a motion by Mrs. Sara Fox, and a second by Dr. Dorothy Nelson, the Board voted unanimously to approve the May 2003 Budget Contingency Fund and Education Enhancement Fund from Funds 4080, 4110, and 3295 in the total amount of \$2,997,098.82 (Exhibit E).

Upon a motion by Mrs. Sara Fox, and a second by Dr. Dorothy Nelson, the Board voted unanimously to approve request for purchase of various technology equipment as listed in Exhibit F.

Upon a motion by Mrs. Sara Fox, and a second by General Denver Brackeen, the Board voted unanimously to approve the FY 2004 Administrative Budget as shown in Exhibit G.

Upon a motion by Mrs. Sara Fox, and a second by General Denver Brackeen, the Board voted unanimously to approve the Z-1 Administrative Budget approval for FY 2004 in the amount of \$28,372,808, as shown in Exhibit H.

Upon a motion by Mrs. Sara Fox, and a second by Dr. Dorothy Nelson, the Board voted unanimously to approve the Z-1 Support Budget approval for FY 2004 in the amount of \$158,709,938, as shown in Exhibit I.

Upon a motion by Mrs. Sara Fox, and a second by Dr. Dorothy Nelson, the Board voted unanimously to approve the Guidelines for Disbursement of Education Technology Funds and Administration of Associate Degree Nursing Support for FY 2004, as shown in Exhibit J.

The following items were reported on, with no action required:

There are some Telecommunications Bond Funds that have not been utilized; therefore, the SBCJC staff has recommended that the balance of funds be divided evenly between the colleges and that part of the funding be used for a computer filtering system.

The FY 2005 Budget request for Support and Administration as proposed at this time, as shown in Exhibit K. This is not a final, but a work-in-progress that will be brought back to the Board in June.

Financial Statements for Funds 2291 and 3291, as of April 30, 2003, as shown in Exhibit L.

A Related Party Memo was given to the Board. They were asked to sign off on the form and return it to Mrs. Gilbert for Federal Adult Education Audit purposes.

SBCJC Minutes: May 16, 2003

Career and Technical Update

Mrs. Gilbert reported on the progress of the move of post-secondary career and technical education from the State Department of Education to the State Board for Community and Junior Colleges. After a large group met on April 1, a smaller working group was assigned with Dr. John Jordan being the Chair, and Mr. Don Benjamin, Mr. Don Connerly, Mr. Dixon Mills, Mr. Mike Mulvihill, Dr. Stonecypher and Mrs. Gilbert serving.

*The meeting recessed at 10:40 a.m. and reconvened at 10:55 a.m.

Workforce Report

Mr. Walker began by reporting that at the May 14, 2003 Workforce Council meeting, the decision to mail opinion questionnaires to gubernatorial candidates was reconsidered, due to the lack of support from the two co-chairs. Mr. Walker also reported on the Strategic Plan that the Council is working on.

He then related that Mr. Jim Lott, the coordinator with the WIA, is part of a newly selected group that will be working with Mr. Walker and Mr. George Slogal from the Federal Workforce Investment Act. It has been reported that in the past, community colleges have received approximately 1/3 of federal money, while 2/3 went to private contractors. The new state plan has been written so that approximately 2/3 will go to community colleges.

Mr. Walker stated that it was reported that in Congress, Mississippi is being cut 21% on our federal workforce, with Texas, Florida and Kentucky getting an increase.

EdNet Report

In Mr. Murphy's absence, Dr. Evelyn Webb reported that the EdNet Board held its regular meeting on April 21, 2003. EdNet staff and counsel continue to work toward a settlement of outstanding contractual issues relating to the WorldCom Bankruptcy. The Board agreed to develop criteria for settling financial, capital equipment and access issues by enlisting the aid of staff and the EdNet Negotiating Committee. WorldCom has informed EdNet through Ms. Schaffer that they are developing a settlement offer for our review.

EdNet has rendered a request for Attorney General's Opinion in working with the MDH regarding EdNet's ability to do business with state agencies without going through the bid process.

Martin Mangold reported at the EdNet meeting that he had met with Dr. Robert Johnson, Director of the Tougaloo College Health and Wellness Center, to continue discussion about using EdNet's services to provide healthcare training to twenty-six counties in Mississippi.

Also, Federal Communications Commission (FCC) is restructuring the Instructional Television Fixed Services (ITFS) and Multi-channel Multipoint Distribution Service (MMDS). The FCC wants a simple, market driven plan for comments on this issue and an additional 45-day reply period. These deadlines have not yet been established. The FCC is looking for directions as to how to administer the ITFS/MMDS spectrum. It is not clear that the FCC intends to protect existing services under the proposed rules.

Program Report

Dr. Randall Bradberry provided a list of new program requests. Several of the programs are shown as recommend "Not Approve", due to the lack of funding from the State Department of

SBCJC Minutes: May 16, 2003

Education. Dr. Bradberry stated that the application process for new programs is now done electronically.

Upon a motion by Mr. Lawrence Warren, and a second by Mrs. Sara Fox, the Board voted unanimously to approve the recommendations as shown on the 2003 New Program Request Report (Exhibit M).

Legislative Report

Dr. Bradberry then provided each Board Member present a copy of the 2003 Legislative Session Book, which provides a copy and summary of each bill that was passed during the 2003 session that affect the community and junior college system or the State Board for Community and Junior Colleges. Dr. Bradberry also mentioned that HB 773 was vetoed by the Governor.

Dr. Bradberry talked about a luncheon that he had attended at the Mississippi Department of Education with Dr. Johnson and others with various educational associations and organizations. The group plans to meet quarterly to work together on legislative issues.

Dr. Bradberry reminded the Board of the Legislative Workshop which will be held in Hattiesburg, Mississippi on June 5-8, 2003. Mr. Walker and Mr. Warren plan to attend, at least in part.

Location of Classes

Dr. Evelyn Webb announced that she did not have any new location of classes for the Board to approve at this time; however, Dr. Starkey Morgan has mentioned that he plans to get a new location request to her in the near future.

Commission on Proprietary of Schools and College Registration

Mr. Danny Seal stated that the last CPSCR report was given on February 21, 2003. There are currently 35 schools and 70 annex locations under CPSCR jurisdiction. A special meeting of the CPSCR was held on May 14 to review the Rules and Regulations of the Commission and the Law. Several issues are under review for possible revision that may be brought to the SBCJC for review if revision is recommended.

At the April 17, 2003 meeting, forty-five (45) new instructor applications were approved; 12 agent applications were approved; four school certificates were renewed; two new programs of study were approved; the Commission received three requests for new school applications; and collection of \$16,716.14 in various fees were collected.

Upcoming Trustees Meeting

Dr. Randall Bradberry gave an update on plans for the upcoming Mississippi Association of Community and Junior Colleges Trustees (MACJCT) meeting, which will be held in Biloxi, Mississippi on July 18-19, 2003. The Board will meet on Friday morning at 9:00 a.m., registration for the Trustees Conference begins at 1:00 p.m. and the first session begins at 3:00 p.m. The block of rooms are filling up quickly, so Dr. Bradberry stated that the Board office will make reservations for those who have not made arrangements yet, but plan to go.

Travel Authorizations

Mr. Walker asked if there were requests for travel reimbursements for events other than regularly scheduled Board meetings. Upon a motion by Mrs. Sara Fox and a second by Ms.

SBCJC Minutes: May 16, 2003

Veldore Young, the Board voted unanimously to approve the following travel authorizations:

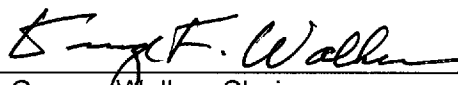

George Walker for speaking to a group at the Coahoma Community College and Delta State University dedication in Clarksdale on April 23; participating in a televised program at ETV in Jackson on April 5; attended a meeting with Dr. Olon Ray and others regarding Mississippi Educational Involvement in Jackson on May 6; and attended a Workforce Development Council meeting in Jackson on May 14. Upcoming meetings Mr. Walker plans to attend includes speaking at the WIA Conference on June 3 or 4; attending the Legislative Workshop in Hattiesburg on June 5-7 and the Workforce Development Council meeting in Jackson on June 11.

Evaluation of the Executive Director

Mr. Walker appointed a committee to discuss the evaluation and bring back a recommendation to the entire Board at the next meeting. Mr. Walker will chair the committee, with Mr. Lawrence Warren, Mrs. Brenda Yonge and Ms. Veldore Young. The committee will meet via conference call tentatively set up for the end of next week.

ADJOURNMENT

The meeting adjourned at 11:40 a.m.

	
Mr. George Walker, Chairman	Dr. Wayne Stonecypher, Executive Director